



FOREST PRESERVE DISTRICT OF COOK COUNTY BOARD OF COMMISSIONERS

FINANCE AGENDA

Tuesday, September 9, 2014

10:00 AM

**Sagawau Environmental Learning Center
12545 West 111th Street, Lemont, Illinois**

PUBLIC TESTIMONY

According to the Forest Preserve District of Cook County Board's Rules of Organization and Procedure, Section 1-4-30, public testimony will be permitted at regular and special meetings of the Board and at committee meetings of the Board. Authorization as a public speaker shall only be granted to those individuals who have submitted in writing, their name, address, subject matter, and organization (if any) to the Secretary 24 hours in advance of the meeting. Duly authorized public speakers shall be called upon to deliver testimony at a time specified in the meeting agenda. Public testimony must be germane to a specific item(s) on the meeting agenda, and the testimony must not exceed three minutes; the Secretary will keep track of the time and advise when the time for public testimony has expired. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board; failure to act appropriately; failure to speak to an item that is germane to the meeting, or failure to adhere to the time requirements may result in expulsion from the meeting and/or disqualify the person from providing future testimony.

COMMITTEE REPORTS

14-0459

Committee Name: Finance Subcommittee on Litigation

Committee Date: July 22, 2014

Proposed Settlements Approved Fiscal Year 2014 to Present: \$232,162.92

Proposed Settlements to be Approved: \$116,418.51

Legal Fees Approved Fiscal Year 2014 to Present: \$418,718.40

Legal Fees for 7/22/2014 to be Approved: \$86,562.56

***For details on payment approvals by the Litigation Subcommittee, refer to the Litigation Subcommittee Report for 7/22/2014.**

Committee Name: Finance Subcommittee on Litigation

Committee Date: September 8, 2014

Proposed Settlements Approved Fiscal Year 2014 to Present: \$348,581.43

Proposed Settlements to be Approved: \$5,066.04

Legal Fees Approved Fiscal Year 2014 to Present: \$505,280.96

Legal Fees for 9/8/2014 to be Approved: \$43,801.88

***For details on payment approvals by the Litigation Subcommittee, refer to the Litigation Subcommittee Report for 9/8/2014.**

14-0460

Committee Name: Finance Subcommittee on Workers' Compensation

Committee Date: September 8, 2014

Workers Compensation Claims approved Fiscal Year 2014 to Present: \$223,201.68

Workers' Compensation Lien Recovery approved Fiscal Year 2014 to Present: \$25,000.00

Workers' Compensation Claims To Be Approved: \$90,944.00

***For details on payment approvals refer to the Workers' Compensation Subcommittee Report for 9/8/2014.**

DISBURSEMENTS

14-0414

Department(s): Planning & Development

Action: Disbursement Approval

Payee: Matthew Paving Inc., Oak Lawn, Illinois

Good(s) or Service(s): Construction Services

Fiscal Impact: \$200,920.05

Accounts: Recreation (Landscape Improvements), 25-6760

Contract Number(s): 13-80-02-01C4

Summary: Districtwide Picnic Groves Drainage & Accessibility

14-0421

Department(s): Resource Management

Action: Request to disburse payment

Payee: University of Illinois, Champaign, Illinois

Good(s) or Service(s): Developing Natural and Cultural Resources Master Plan

Fiscal Impact: \$256,167.42, Contract is not to exceed \$1.3 million for completion of the initial plan. Funding of additional work under the IGA would be approved by the Board on a year to year basis with a maximum of (5) years.

Accounts: Habitat Restoration, 09-6750

Contract Number(s): FPD 2014-01101

Summary: The Prairie Research Institute of the University of Illinois is developing the Natural and Cultural Resources Master Plan to be completed, produced and distributed by 12/31/2014 as part of the celebration of the 100th Anniversary of the Forest Preserves of Cook County.

14-0462

Department(s): Planning & Development

Action: Disbursement Approval

Payee: Plata Corporation, Chicago, Illinois

Good(s) or Service(s): Construction Services

Fiscal Impact: \$249,859.81

Accounts: 25-6710 Building Account

Contract Number(s): 13-80-01-G3R3

Summary: North Police HQ., Highland Woods Golf Course, Crabtree Nature Center, Deer Grove Subdivision HQ and Northwest Resource Management

BID RECOMMENDATIONS

14-0399

Presented by: ARNOLD RANDALL, General Superintendent

Department: Resource Management

Request: authorization for the Forest Preserves of Cook County (the "Preserves") to enter into a contract with Vega Tree Service, Northlake, Illinois.

Reason: Contract #14-31-106N consists of the removal of hazardous trees and emergency response on a time and materials basis in the north region of the Preserves.

Bid Opening Date: 7/25/2014

Bid Results:

| | |
|------------------------------|------------|
| 1. Vega Tree Service | \$61.92/hr |
| 2. Winklers Tree & Landscape | \$70.11/hr |
| 3. Trees R' Us | \$75.00/hr |
| 4. Groundskeeper Landscape | \$89.95/hr |

Estimated Fiscal Impact: the combined total of contract #14-31-106N, #14-31-106C and #14-31-106S will not exceed \$500,000.00 in a calendar year.

Contract Period: 1/1/2015 - 12/31/2019

Account Name/Number: Vegetation Management, 09-6754

District: Districtwide

Concurrence(s):

The vendor has met the Minority and Women Business Enterprise Ordinance provision.

The Chief Attorney and Chief Financial Officer have approved this item.

14-0401

Presented by: ARNOLD RANDALL, General Superintendent

Department: Resource Management

Request: Authorization for the Forest Preserve District of Cook County (the "Preserves") to enter into a contract with Winkler's Tree Service, Hillside, Illinois.

Reason: Contract #14-31-106C consists of the removal of hazardous trees and emergency response on a time and materials basis in the central region of the Preserves.

Bid Opening Date: 7/25/2014

Bid Results:

| | |
|----------------------------|-------------|
| 1. Winkler's Tree Service | \$67.27/hr |
| 2. Groundskeeper Landscape | \$79.36/hr |
| 3. Trees R Us | \$115.00/hr |

Estimated Fiscal Impact: The combined total of contract #14-31-106N, #14-31-106C, and #14-31-106S will not exceed \$500,000 in a calendar year.

Contract Period: 1/1/2015 - 12/31/2019

Account Name/Number: Vegetation Management, 09-6754

District: Districtwide

Concurrence(s):

The vendor has met the Minority and Women Business Enterprise Ordinance provision.

The Chief Attorney and Chief Financial Officer have approved this item.

14-0402

Presented by: ARNOLD RANDALL, General Superintendent

Department: Resource Management

Request: Authorization for the Forest Preserve District of Cook County (the "Preserves") to enter into a contract with Groundskeeper Landscape, Orland Park, Illinois

Reason: Contract #14-31-106S consists of the removal of hazardous trees and emergency response on a time and materials basis in the south region of the preserves

Bid Opening Date: 7/25/2014

Bid Results:

- | | |
|----------------------------|-------------|
| 1. Groundskeeper Landscape | \$68.75/hr |
| 2. Winkler's Tree Service | \$68.81/hr |
| 3. Trees R Us | \$135.00/hr |

Estimated Fiscal Impact: The combined total of contract #14-31-106N, #14-31-106C, and #14-31-106S will not exceed \$500,000.00 in a calendar year.

Contract Period: 1/1/2015 - 12/31/2019

Account Name/Number: Vegetation Management / 09-6754

District: Districtwide

Concurrence(s):

The vendor has met the Minority and Women Business Enterprise Ordinance provision.

The Chief Financial Officer and Chief Attorney have approved this item.

14-0411

Presented by: ARNOLD RANDALL, GENERAL SUPERINTENDENT

Department: Planning & Development

Request: Authorization for the Forest Preserve District of Cook County (the "Forest Preserves") to enter into a contract with Path Construction, Inc., Arlington Heights, Illinois, for building and related site improvements at the Preserves Rolling Knolls Welcome Center near Elgin.

Reason: Contract 13-80-01 G7R3 Re-Bid is for the Preserve's new Rolling Knolls Welcome Center. The proposed project is to demolish a portion of the existing clubhouse that is no longer useable, remodel the remaining portion of the existing clubhouse building, build an addition to the existing clubhouse and to reconstruct the existing parking area. The proposed project includes but is not limited to the development of a meeting room with a warming kitchen, a multipurpose room, new ADA toilet facilities, a small office area to

support the facility and improved site drainage for the parking area and around the building. This facility also includes the use of geothermal heating system and photovoltaic panels, both of which are being partially funded by a grant from Illinois Clean Energy Foundation. Another contract will be let at a later date to construct additional site improvements around the property.

Bid Opening Date: 08/20/14

Bid Results:

| <u>Firm</u> | <u>Base Bid</u> | <u>Recommended Add Alternate Bid</u> |
|--------------------------------------|-----------------------|--|
| 1. Poulos Inc. | \$2,387,000.00 | \$2,513,000.00 * |
| 2. Path Construction Co, Inc. | \$2,397,000.00 | \$2,595,200.00 |
| 3. Simpson Construction Co. | \$2,583,500.00 | \$2,650,800.00 |
| 4. Cornerstone Contracting, Inc. | \$2,829,000.00 | \$2,997,000.00 |

*The compliance administrator deemed Poulos Inc. as a non-responsive bidder for lack of MBE/WBE participation.

A total of six (6) alternate bid items were requested with the Bid Proposal. The Preserves desires to include two (2) items in the scope of this contract. The bid recommendation is to award the contract with add alternates #2 & #5: #1: Construct a landscaped dry creek, #2: Construct geo-thermal system in lieu of air cooled system, #3: Delete installation of new shade and evergreen trees, #4: Delete installation of shrubs, #5 Construct roofing system with cedar roof deck in lieu of specified system and #6: Install bollard lighting at front entry sidewalk.

Estimated Fiscal Impact: \$2,595,200.00

Contract Period: Three hundred thirty (330) days from notice to proceed

Account Name/Number: Building Accounts 25-6710, 51-6710, 52-6710, 54-6710 & Grant Account 10-6710

District: 15

Concurrence(s):

The Chief Financial Officer and Chief Attorney have approved this item.

The vendor has met the Minority and Women Business Enterprise Ordinance Provisions.

14-0412

Presented by: ARNOLD RANDALL, GENERAL SUPERINTENDENT

Department: Department of Resource Management

Request: Authorization for the Forest Preserve District of Cook County (the "Preserves") to enter into a contract with Vega Tree Service, Northlake, Illinois

Reason: Contract number 14-31-111 consist of the removal, topping or pruning of eight hundred and forty seven (847) trees, which includes forty three (43) that require stumping and twenty four (24) additional stumps (due mostly to impacts from the Emerald Ash Borer), in accordance with the Preserve's specifications in Region 9, Calumet Division. Vega Tree Service, Northlake, Illinois, was the lowest responsive and responsible of the two (2) bidders.

Bid Opening Date: 08/15/2014

Bid Results:

- | | |
|-----------------------|--------------|
| 1. Vega Tree Service | \$86,000.00 |
| 2. Homer Tree Service | \$191,462.50 |

Estimated Fiscal Impact: \$86,000.00

Contract Period: Sixty (60) working days from notice to proceed.

Account Name/Number: EAB Tree Removal/09-6756

District(s): 3,4,5,6, and 11

Concurrence(s):

The vendor has met the Minority and Women Business Enterprise Ordinance provision.

The Chief Attorney and Chief Financial Officer have approved this item.

14-0424

Presented by: ARNOLD RANDALL, GENERAL SUPERINTENDENT

Department: Planning and Development

Request: Authorization for the Forest Preserve District of Cook County (the "Preserves") to enter into a contract with Industria, Inc. in Chicago, Illinois for George Dunne National Trail patching repairs and parking lot pavement repairs.

Reason: Contract 14-80-25R, George Dunne National Trail patching repairs and parking lot pavement repair, work includes, but is not limited to, full depth trail pavement patching at the Tinley Creek Paved Trail surrounding George Dunne National Golf Course and a connecting path to Bremen Grove, removal and resurfacing parking lot pavement at George Dunne National Golf Course parking lot, drainage improvements, backfilling, landscaping, striping and other related work as specified in the plans and specifications.

Bid Opening Date: 08/20/14

Bid Results:

| | |
|--|---------------------|
| 1. Outlook Design & Construction, Inc. | \$143,296.64* |
| 2. Industria, Inc. | \$174,175.00 |
| 3. Pavement Systems Inc. | \$174,550.00 |
| 4. Century Contractors, Inc. | \$183,075.00 |
| 5. Crowley-Sheppard Asphalt, Inc. | \$194,227.00 |
| 6. Cornerstone Contracting, Inc. | \$397,000.00 |

*Outlook Design & Construction, Inc. has been found to be non-responsive.

Estimated Fiscal Impact: \$174,175.00

Contract Period: Sixty (60) days from notice to proceed

Account(s): Trails, 25-6780 and 54-6780

District(s): 17

Concurrence(s):

The Chief Financial Officer and Chief Attorney have approved this item.

The vendor has met the Minority and Women Business Enterprise Ordinance Provisions.

REVENUE REPORT

14-0432

Department: Finance

Request: Receive and File

Report Title: Corporate Fund Analysis of Revenue and Expense Report

Report Period: 7/1/2014 - 7/31/2014

Summary: Detailed Fund Analysis of Revenue and Expense Report for July 2014

Forest Preserve District of Cook County
Corporate Fund Analysis of Revenue and Expenses
As of July 31, 2014

| REVENUES | 2013 Budget | 2014 Budget | Jul-13 | Jul-14 | Year-to- Year Current Month Difference | Year-to- Date % of Total Budget |
|------------------------------|-------------------|-------------------|-------------------------|-------------------------|--|--|
| | | | Year-to-Date Actuals | Year-to-Date Actuals | | |
| | | | | | | |
| Property Taxes | 45,307,302 | 46,731,676 | 27,351,216 | 30,783,880 | 3,432,664 | 66% |
| Personal Property Taxes | 834,100 | 2,992,351 | 830,410 | 2,231,372 | 1,400,962 | 75% |
| Golf | 990,000 | 990,000 | 150,000 | 150,000 | - | 15% |
| Concessions | 200,000 | 220,000 | 151,985 | 159,987 | 8,002 | 73% |
| License Agreements | 1,400,000 | 678,800 | 1,050,090 | 601,394 | (448,696) | 89% |
| Land Use Fees | 250,000 | 257,500 | 211,641 | 137,222 | (74,419) | 53% |
| Winter Sports | 15,000 | 15,000 | 5,310 | 56,965 | 51,655 | 380% |
| Equestrian Licenses | 40,000 | 40,000 | 38,887 | 30,524 | (8,363) | 76% |
| Miscellaneous Income | 100,000 | 100,000 | 112,490 | 67,875 | (44,615) | 68% |
| Picnic Permit Fees | 890,000 | 950,000 | 858,084 | 919,707 | 61,623 | 97% |
| Pool Fees | 400,000 | 420,000 | 306,064 | 289,626 | (16,438) | 69% |
| Fines | 320,000 | 336,000 | 164,203 | 140,564 | (23,639) | 42% |
| Interest | 150,000 | 100,000 | 21,573 | 18,265 | (3,308) | 18% |
| Fund Balance Contribution | 1,945,323 | 3,450,961 | - | - | - | 0% |
| | | | | | | |
| TOTALS | 52,841,725 | 57,282,288 | 31,251,953 | 35,587,380 | 4,335,427 | 62% |

| EXPENDITURES | 2013 Budget | 2014 Budget | Jul-13 | Jul-14 | Year-to-Year Current Month Difference | Year-to- Date % of Total Budget |
|-------------------------------------|--------------------|--------------------|---------------------------------|---------------------------------|--|--|
| | | | Year-to-Date Actuals | Year-to-Date Actuals | | |
| | | | | | | |
| General Office | 1,884,258 | 1,885,026 | 950,781 | 842,863 | (107,917) | 45% |
| Finance & Administration | 2,054,581 | 1,894,484 | 865,871 | 979,193 | 113,322 | 52% |
| Human Resources | 585,246 | 562,261 | 232,853 | 289,271 | 56,418 | 51% |
| Resource Management | 7,653,505 | 4,202,788 | 3,478,566 | 2,336,794 | (1,141,772) | 56% |
| Conservation & Experiential Pr. | - | 4,482,385 | - | 2,193,178 | 2,193,178 | 49% |
| Landscape Maintenance | 10,504,913 | 9,956,507 | 4,254,432 | 5,109,122 | 854,690 | 51% |
| Facilities & Fleet | 9,203,145 | 9,083,379 | 3,486,267 | 4,075,576 | 589,309 | 45% |
| Resident Watchmen Facilities | 250,000 | 257,500 | 65,383 | 4,114 | (61,269) | 2% |
| Permits, Concessions & Volunteer | 3,046,935 | 1,739,578 | 1,049,941 | 1,018,941 | (31,000) | 59% |
| Law Enforcement | 9,514,640 | 9,255,987 | 3,967,005 | 4,647,842 | 680,837 | 50% |
| Legal Department | 1,365,971 | 1,302,257 | 601,684 | 643,812 | 42,128 | 49% |
| Planning & Development | 1,813,531 | 1,758,056 | 856,857 | 950,326 | 93,469 | 54% |
| District-Wide Services | 3,415,000 | 4,352,080 | 1,151,846 | 1,305,005 | 153,160 | 30% |
| Transfer Out of Corporate Fund | 1,550,000 | 6,550,000 | - | - | - | 0% |
| | | | | | | |
| TOTALS | 52,841,725 | 57,282,288 | 20,961,487 | 24,396,040 | 3,434,553 | 43% |